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# National Carbon Offset Standard for Events

## Carbon Neutral Program

## Post Event Public Disclosure Summary

Responsibility Name: City of Melbourne

Event Name: City of Melbourne 2018 Large Event Portfolio including –

* Melbourne Fashion Week 2018
* Melbourne Music Week 2018

Event Date: Certification Period July 2018 – July 2019

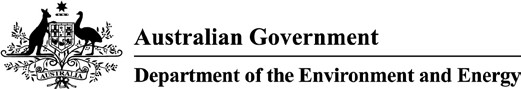
Event Type: Large Event Portfolio

## Declaration

To the best of my knowledge, the information provided in this Public Disclosure Summary is true and correct and meets the requirements of the *National Carbon Offset Standard for Events*.

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| --- |
|  |
| **23/07/2019** |
| **Louise Scott** |
| **Manager Events Melbourne** |

|  |  |
| --- | --- |
| **Date of external verification/audit** | 19/07/2019 |
| **Auditor** | Terence Jeyaretnam |
| **Auditor assurance statement link** |  |



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## Carbon neutral information

### 1A. Introduction

The City of Melbourne 2018 Large Event Portfolio which includes Melbourne Fashion Week 2018 and Melbourne Music Week 2018 is a certified carbon neutral event portfolio.

As a certified carbon neutral organisation, the City of Melbourne manages an active emissions reduction plan. This plan identifies City of Melbourne premier events as a material emissions source which prompted the carbon neutral certification of this large event portfolio.

Greenhouse gas emissions considered include carbon dioxide (CO2), methane (CH4), nitrous oxide (N20), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF6) and nitrogen trifluoride (NF3).

There have been minor changes to the emissions boundary since the pre-event report. The key changes to methods of data collection are detailed in Table 1 below.

The City of Melbourne has followed the National Carbon Offset Standard for Events in the data collection and preparations of this report and used guiding Greenhouse Gas Protocol principles of; relevance, completeness, consistency, transparency and accuracy in the development of new methodologies for this Large Event Portfolio.

### 1B. Changes to certification boundary

Both Melbourne Fashion Week and Melbourne Music Week are compiled of a number of events and a variety of locations and have been broken down into ‘tiers’. Tier one events are managed directly by the City of Melbourne; tier two events are run by partners but are directly induced by the City of Melbourne and; tier three events are run by partners without any funding from the City of Melbourne

#### Figure 1. Event tiers by scope

The graphic represents the different emissions producing events and what is considered inside the scope of the City of Melbourne’s control and outside the scope of the City of Melbourne’s control. All events which are directly controlled by the City of Melbourne are in scope. Events run by partners but are induced by the City of Melbourne are also considered in scope. All other peripheral events which are run by partners under the banner of Melbourne fashion Week or Melbourne Music Week but are not otherwise influenced by the City of Melbourne are out of scope.

Tier three events were considered out of scope in the pre-event reports for Melbourne Fashion Week (shown above) and Melbourne Music Week. Data was collected for emissions associated with tier one and two and proportionally applied to tier three events based on estimated attendance.

### 1C. Changes to calculation methodologies

#### Table 1 – Assumptions and extrapolations in calculation methodologies

| **Impact Area** | **Description** |
| --- | --- |
| Catering - determining the proportion of meat dishes, vegetarian dishes and dessert for events where data received did not provide the full breakdown of meal types | Percentages were determined by counting the number of meat, vegetarian and dessert dishes on two menus used at Melbourne Fashion Week hospitality events.  Total catering spend across the whole event was then divided by these percentages. |
| Melbourne Fashion Week:  Beverages - determining the proportion of wine and beer. | Where a detailed breakdown of beverage types was not given on an invoice, a proportional split between beer and wine was assumed.  As three wines are often served (red, white and sparkling) at a Melbourne Fashion Week event, each type has been attributed 25%. The remaining 25% is attributed to beer. |
| Melbourne Fashion Week: Beverages - determining the proportion between alcoholic and non-alcoholic | Actual data on the spend on alcoholic and non-alcoholic beverages was available for two main bars/providers for Melbourne Fashion Week.  This proportional split (91.65% alcoholic and 8.37% non-alcoholic) has been applied to all other spend on beverages for Melbourne Fashion Week. |
| Melbourne Music Week: Beverages - wine and spirit attribution factor | The data collection templates used by individual Music Week events did not separate wine and spirits (as they have the same emissions factor).  The Hub bar, which accounts for most beverage sales, provided all beverage data by item, so we are able to accurately report the proportional split between wine and spirits, which was 80% spirits to 20% wine.  This proportional split between wine and spirits has been applied to all wine/spirit figures from other bars where they were reported together. |
| Melbourne Music Week:  Beverages - Spirit and soft drink attribution factor | When spirits are sold at a bar, there is most often a soft-drink element served with them. As a result, attributing the whole cost of the beverage to a 'spirit' emissions factor would not be representative of the drink and would over-estimate the emissions.  To reflect the soft drink element, all reported 'spirit' sales figures have been attributed 80% to the spirit emissions factor and 20% to the soft drink (non-alcoholic) emissions factor.  This proportional split is based on the estimated dollar value of spirits and soft drink per drink, rather than the volume |
| Patron Transport - determining what proportion of a patrons transport emissions should be attributed to Melbourne Fashion Week/Melbourne Music Week emissions inventory - The Attribution Factor | Patron transport was the single largest emission source for both Melbourne Fashion Week and Melbourne Music Week during 2018.  It was reported that 96,742 patrons attended Melbourne Fashion Week and 50,413 attended Melbourne Music Week. Of these, only 10,106 (Fashion Week) and 12,990 (Music Week) purchased a ticket.  Other attendee types include; patrons with complimentary tickets, patrons attending other free events and, patrons observed at on-street activations. It is argued that not all of a patron’s travel emissions should be attributed to Melbourne Fashion Week/Melbourne Music Week under each of these different attendee types.  A sample of patrons at Melbourne Fashion Week and Melbourne Music Week events were asked in surveys whether their primary purpose for coming into the city was to attend the event they were being surveyed at. The percentage of patrons answering in the positive has been used as an 'attribution factor' and applied to all patrons attending a free event. *For example, 68% of surveyed patrons to event X said their primary purpose for coming into the city was to attend a Fashion Week event. So 68% of all patron transport emissions to that event have been attributed to the emissions inventory.*  Where a patron has purchased a ticket to an event, an attribution factor of 100% has been applied to their transport emissions. It is determined that paying to attend an event indicates the event is the primary purpose for travelling to the city.  Patrons observed at Melbourne Fashion Week or Melbourne Music Week activations who did not actually enter a venue, have only had 25% of their travel emissions attributed. It is argued these individuals may have been passers-by and/or had a multitude of other possible purposes for being in the city at that time. |

### 1D. Diagram of the certification boundary

#### Tier 1 – City of Melbourne directly manages event

| **Source type** | **Emissions source** | **Included in scope** | | **Scope Category** |
| --- | --- | --- | --- | --- |
| Venue energy emissions | Diesel generators | Yes | | 1 |
| Venue energy emissions | Gas usage | Yes | | 1 |
| Venue energy emissions | Electricity usage | Yes | | 2 |
| Event indirect emissions | Contractor vehicle use | No | | 1 |
| Event indirect emissions | Portable toilet usage | No | | 3 |
| Event indirect emissions | Food consumed by patrons | Yes | | 3 |
| Event indirect emissions | Drink consumed by patrons | Yes | | 3 |
| Event indirect emissions | Patron accommodation | No | | 3 |
| Event indirect emissions | Patron transport | Yes | | 3 |
| Event indirect emissions | Venue waste | Yes | | 3 |
| Event indirect emissions | Marketing and publications | Yes | | 3 |
| Event indirect emissions | Performer/Model/staff accommodation | Yes | | 3 |
| Event indirect emissions | Performer/Model/staff flights | Yes | | 3 |
| Event indirect emissions | Cleaning services | No | | 3 |
| Event indirect emissions | IT services | No | | 3 |
| Event indirect emissions | Telecommunication services | No | | 3 |
| Venue construction impacts (MTH only) | New construction materials | Yes | | 3 |
| Venue construction impacts (MTH only) | Staging / equipment / lighting hire | No | | 3 |
| Venue construction impacts (MTH only) | Diesel generators used during/for construction | Yes | | 1 |
| Venue construction impacts (MTH only) | Fuel usage by construction contractors | No | 1 | | |
| Venue construction impacts (MTH only) | Construction waste | No | 3 | | |
| Warehouse emissions | Warehouse electricity usage | No | 2 | | |

#### Tier 2 – Run by partner, but directly induced by Melbourne Fashion Week/Melbourne Music Week

| **Source type** | **Emissions source** | **Included in scope** | **Scope Category** |
| --- | --- | --- | --- |
| Venue energy emissions | Diesel generators | Yes | 1 |
| Venue energy emissions | Electricity usage | Yes | 2 |
| Event indirect emissions | Food consumed by patrons | Yes | 3 |
| Event indirect emissions | Drink consumed by patrons | Yes | 3 |
| N/A | Patron accommodation | No | 3 |
| N/A | Patron transport | Yes | 3 |
| N/A | Venue waste | Yes | 3 |

#### Tier 3. Partner directly manages event, under the banner of Melbourne Fashion Week/Melbourne Music Week

No emission sources in scope.

The following sources were excluded from the emissions boundary:

* Contractor vehicle use
* Portable toilet usage
* Patron accommodation
* Construction Waste
* Warehouse electricity usage
* Cleaning services
* Staging / equipment / lighting hire
* Fuel usage by construction contractors
* Telecommunication services
* IT services

## Emissions reduction measures

### 2A. Emissions over time

#### **Table 2 –** Emissions over time

|  | **Pre-event carbon account (t CO2-e)** | **Post-event carbon account (t CO2-e)** |
| --- | --- | --- |
| Scope 1 | 9.8 | 10.3 |
| Scope 2 | 19.7 | 23.6 |
| Scope 3 | 963.9 | 738.4 |
| Total | 993.4 | 772.3 |

### 2B. Emissions reduction strategy

The City of Melbourne event production teams, with assistance from the Urban Sustainability team, identified emissions reduction activates they felt they could influence in this, the first year of the Large Event Portfolio approach.

The teams worked together through the event planning process to ensure that emissions reduction was a lens by which key decision makers were viewing event operations.

### 2C. Emissions reduction activities

#### Table 3 – Emissions Reduction Activities

| **Emission source** | **Reduction measure** | **Scope** | **Status** |
| --- | --- | --- | --- |
| Generators - Bio diesel | In planning for street runways for Melbourne Fashion Week, locations with access to mains electricity were prioritized to limit the number of generators used for power | 1 | Achieved |
| Landfill Waste | Key staff were briefed on and drove improved recycling and identifying and reducing unnecessary single use plastic items | 3 | Achieved/ongoing |
| Car/Taxi/Uber | On the websites for Melbourne Fashion Week and Melbourne Music Week and in key communications, attendees were encouraged to use public transport, walk or ride instead of driving to reduce their environmental impact | 3 | Achieved/ongoing |
| Landfill Waste | Reusable cups were used for the first time at Melbourne Music Week Hub bars to reduce waste to landfill | 3 | Achieved |
| Construction materials | Melbourne Fashion Week producers maximized the re-use of existing staging material to minimize the need for new constructions | 3 | Achieved |

## Emissions summary

### Table 2 – Emissions Summary – Melbourne Fashion Week 2018

| **Scope** | **Emission source** | **t CO2-e** |
| --- | --- | --- |
| 1 | Generators - Bio diesel | 3.85 |
| 2 | Purchased Electricity (Carbon Neutral Melbourne Town Hall) | 0.00 |
| 2 | Purchased Electricity | 0.98 |
| 3 | Municipal Solid Waste | 2.05 |
| 3 | Food Waste | 0.91 |
| 3 | Food Waste (to compost/livestock) | 0.02 |
| 3 | Comingled Recycling | 0.00 |
| 3 | New Construction Materials | 41.46 |
| 3 | Domestic Flights | 5.21 |
| 3 | International Flights | 12.96 |
| 3 | Accommodation | 15.26 |
| 3 | Non-Alcoholic Beverages | 2.60 |
| 3 | Beer | 2.96 |
| 3 | Wine and Spirits | 5.52 |
| 3 | Tea and Coffee | 1.95 |
| 3 | Meal - With Red Meat | 110.78 |
| 3 | Meal - Other | 23.18 |
| 3 | Dessert | 11.44 |
| 3 | Patron Transport - All Modes | 218.04 |
| 3 | Tier Three - Out of Scope Events | 68.87 |

|  |  |
| --- | --- |
| **Total Gross Emissions** | 528.02 |
| **GreenPower or retired LGCs** | 0 |
| **Total Net Emissions** | 528.03 |

### Table 3 – Emissions Summary – Melbourne Music Week 2018

| **Scope** | **Emission source** | **t CO2-e** |
| --- | --- | --- |
| 1 | Venue Gas | 6.40 |
| 2 | Purchased Electricity (Carbon Neutral Melbourne Town Hall) | 0.00 |
| 2 | Purchased Electricity | 22.54 |
| 3 | Municipal Solid Waste | 17.60 |
| 3 | Comingled Recycling | 0.00 |
| 3 | Food Waste | 0.23 |
| 3 | Domestic Flights | 6.92 |
| 3 | International Flights | 38.64 |
| 3 | Accommodation | 12.54 |
| 3 | Non-Alcoholic Beverages | 9.87 |
| 3 | Beer | 27.07 |
| 3 | Wine & Spirits | 14.08 |
| 3 | Meal - with red meat | 8.85 |
| 3 | Meal - other | 0.82 |
| 3 | Patron Transport - All Modes | 38.03 |
| 3 | Tier Three - Out of Scope Events | 40.72 |

|  |  |
| --- | --- |
| **Total Gross Emissions** | 244.32 |
| **GreenPower or retired LGCs** | 0 |
| **Total Net Emissions** | 244.32 |

### Table 3 – True up of Emissions

|  |  |
| --- | --- |
| **Emissions** | **t CO2-e** |
| Pre-event estimate of carbon account | **992.97** |
| Post-event carbon account | **772.34** |

|  |  |
| --- | --- |
| **Difference between accounts** | 220.63 |

## Eligible offset units

### 4A. Offsets summary

#### Table 4 – Offsets Summary

##### Pre-event offset summary

| **Projects supported by offset purchase** | **Eligible offset units** | **Registry** | **Cancellation date** | **Serial numbers (including hyperlink to registry transaction record)** | **Vintage** | **Quantity** |
| --- | --- | --- | --- | --- | --- | --- |
| Savannah burning project in Western Australia | ACCU | Australian National Registry of Emission Units. | August 2018 | 3,758,601,279 – 3,758,601,528 - hyperlink unavailable | 2016/17 | 250 |
| CECIC Zhangbei Gaojialiang Wind farm Project, China | VCU | The APX VCS Registry | August 2018 | [185-177872387-177872786-VCU-009-APX-CN-1-1056-01032012-31082012-0](https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&h=19805) | 2012 | 400 |
| Savannah burning project in Western Australia | ACCU | Australian National Registry of Emission Units. | August 2018 | 3,758,601,529 – 3,758,601,872 – hyperlink unavailable | 2016/17 | 344 |

|  |  |
| --- | --- |
| **Total offsets cancelled prior to event** | 994 |

##### Post-event offset summary

|  |  |
| --- | --- |
| **Total offset units cancelled for the event** | 774 |
| **Total offsets held in surplus for future use:** | 220 |

| **Projects** | **Eligible offset units** | **Registry** | **Cancellation date** | **Serial numbers (including hyperlink to registry transaction record)** | **Vintage** | **Quantity** |
| --- | --- | --- | --- | --- | --- | --- |
| Savannah burning project in Western Australia | ACCU | Australian National Registry of Emission Units. | August 2018 | 3,758,601,652 - 3,758,601,872 |  | 220 |

## Use of trade mark

### Table 5 – Trade mark register

| **Where used** | **Logo type** |
| --- | --- |
| Melbourne Fashion Week website (no longer online) | Certified event |
| Melbourne Music Week website (no longer online) | Certified event |

## Additional activities

The City of Melbourne is committed to continuous improvement in how it measures and manages the impact of its various events. It is planned that more events will be included in the Large Events Portfolio for 2019-20 which will influence the working habits of more internal and external event staff and help to educate more event attendees.

Early stage planning for both Melbourne Fashion Week 2019 and Melbourne Music Week 2019 has identified a number of emissions reduction activities which will be prioritised to ensure the continuous improvement and emission reduction of these events.